



MAYOR'S OFFICE OF
**HOMELAND
SECURITY**
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MAYOR

METRO BOSTON OFFICE OF HOMELAND SECURITY

Monthly Newsletter

March 2005, Volume 2



MBHSR UPDATES

OHS Policies and Procedures for Homeland Security Funding

The Metro Boston Office of Homeland Security has made to available to its MBHSR regional partners guidance for requesting funding and logistical support for homeland security projects consistent with the *Metro Boston Homeland Security Regional Plan*. These forms reflect existing state and federal grant guidance and requirements, as well as administrative requirements set forth by the City of Boston, which serves as the fiduciary for all FFY2004 homeland security funds. Specifically, partners are required to abide by these guidances when submitting project narratives and descriptions, timelines/benchmarks, and budgeted costs. Further, these forms provide information concerning the review and approval process, and the documentation and reporting of project progress.

To date, the Subcommittees for Public Health, EMS, Law Enforcement, Health Care and Fire Services are up and running. We look to the content experts in each of these subcommittees to work collectively across the nine MBHSR jurisdictions toward our goal to implement regional plans and operations directly related to homeland security prevention, preparedness, response and recovery. Further, inter-jurisdictional and cross-disciplinary projects as outlined in the Regional Plan will be prioritized. These forms will be made available on the Office of Homeland Security's website soon.

We encourage you to review these procedures, including [General Project Plan Submission Procedure](#) (for regional agencies) and the [City of Boston Project Plan Submission Procedure](#) (for City of Boston agencies only). For more information and to receive copies of the policies, please contact your regional Discipline Coordinator or Carol Gerrior, OHS Staff Assistant, at (617) 635-2139.

Homeland Security Equipment Procurement Updates

FFY03 Procurements

Following a lengthy process in obtaining detailed equipment specifications from the respective discipline agencies and the pre-requisition and requisition process that followed, purchase orders have been created for the law enforcement discipline. Law Enforcement representatives from the regional police agencies should be seeing shipments of personal protective equipment very soon; in fact some departments have already begun receiving some equipment items.

To date, OHS has received approximately 65 – 70% of the EMS equipment specifications submitted via the Item Inventory List and requisitions have been entered for those items. Due to the complexity of the EMS equipment specifications, the issuance of purchase orders is slightly longer than other agencies.

The Item Inventory Phase is almost complete for the Public Health discipline, and OHS is on track to have all items requisitioned by March 4th with the assistance of the Public Health Coordinator and the Region's public health representatives.

OHS recognizes the delays the MBHSR has faced in ordering and receiving the FFY2003 UASI equipment. We sincerely appreciate the hard work of our partners to ensure the proper information and equipment specifications are in place prior to the placement of formal orders. in ensuring the process moves forward.

FFY04 Procurements

The regional homeland security procurement system implemented by the City of Boston under FFY2003 provides a strong baseline for FFY2004 procurements. A new form for Item Inventory Data Entry has been approved by the City's Purchasing Department, and the Item Inventory Phase has started this week for all FFY2004 equipment approvals to date. Requisitions can be established once the pre-requisition forms have been submitted by the requestor agency.

Jurisdiction Points of Contact Meetings

The Metro Boston Homeland Security Region's Jurisdictional Point of Contact (JPOC) meetings continue on a monthly basis with rotating hosts. OHS wishes to thank Brookline Police Chief Daniel O'Leary for graciously hosting the last JPOC meeting, held at the Brookline Public Safety Building on Wednesday February 23RD, 2005. JPOC meetings have been scheduled through October, 2005. OHS is looking for MBHSR partners to volunteer to host the following dates: April 27th, June 29th and July 27th. If your agency would like to be host to any one of these dates, please contact Carol Gerrior, OHS Staff Assistant at (617) 635-2139. Meetings are held from 8 to 10 a.m.

OHS welcomes MBHSR partners to attend any of the JPOC meetings as *observers* (Executive Committee meetings excluded). In order to ensure there is space available, please contact OHS at least one week in advance of the meeting date to inquire of any space limitations. If you're a sitting member of any one of the discipline subcommittees (Fire, Police, EMS, Health Care, or Public Health) please contact your MBHSR Discipline Coordinator (contact information can be found in the Subcommittee Updates section of this newsletter).

Please mark your calendar!

Cambridge (Tentative) – March 30, 2005

Host needed – April 27, 2005

Quincy – May 25, 2005

Host needed – June 29, 2005

Host needed – July 27, 2005

Boston – August 31, 2005

Chelsea – September 28, 2005
Brookline – October 26, 2005

PROJECT UPDATES

Operation Atlas

The Intelligence and Information Sharing Table Top Exercise was held on February 17th at the IBEW Hall in Dorchester, MA. The TTX was well attended and OHS has received a great deal of positive feedback from the event. An after action report (AAR) will be drafted and will be provided in the final Operation Atlas Evaluation.

Please mark your calendar!

The following are important upcoming dates to be aware of for Operation Atlas:

- March 22, 2005 – TTX #2 – Operational Personnel
- March 24, 2005 – TTX #3 – Interoperable Communications
- March 28, 2005 – TTX #4 – Health and Medical Response
- April 7, 2005 – TTX #5 – Senior Leaders Seminar
- May 7, 2005 – FSE – Full-Scale Exercise

Communications Interoperability

OHS has made available the Request for Proposal “Operational and Technical Assessments, Technical Communications Expertise, Strategic Planning and Implementation Support of Communications Interoperability”. Vendors have continued to show interest and have made requests for the RFP, where final responses are due on March 14th at 5 pm. The MBHSR Interoperability Subcommittee is currently designing the regional assessment.

DISCIPLINE SUBCOMMITTEE UPDATES

EMERGENCY MEDICAL SERVICES (EMS)

The EMS Subcommittee met on February 9th and February 23rd, 2005. Meeting topics included (1) an introduction and review of the Metro Boston Office of Homeland Security; (2) issues concerning overtime and backfill; (3) training dates; (4) an update on the EMS Regional Phased Response Plan; (5) the role and need of MOA/MOUs in a mass casualty incident (MCI) involving over 50 persons; (6) the need and prospective involvement of other important ambulatory services in the event of a major disaster; (7) a discussion on equipment PODs and the placement of MCI and PPE; and (8) a brief conversation regarding communication and interoperability.

Trainings

Currently, the EMS subcommittee continues to work to complete the training supported with FFY 2003 UASI funding. Training needs will continue to be a priority moving forward. The 24-Hour Operations Level Training through the DelValle Institute for Emergency Preparedness will be offered on the following dates:

March 7-9, 2005

May 9-11, 2005

June 20-22, 2005

The April 11-13, 2005 session is CLOSED

Please mark your calendar!

A list of EMS personnel from each jurisdiction and the intended dates of attendance should be completed and submitted as soon as possible.

Upcoming Meetings

March 8th, 2005 – 11:00 AM, Boston EMS Headquarters

Week of March 21st, 2005 – 11:00 AM, TBD

For more information concerning the Regional EMS Discipline Subcommittee, please contact Jonathan Dillon at jonathan.dillon@cityofboston.gov.

FIRE SERVICES/HAZMAT

The Fire Service Subcommittee has been actively engaged in a number of regional initiatives, including a continued commitment to implement regional training opportunities, a regional inventory tracking software application, and recently, the discussion of urban search and rescue teams as a long term initiative in FFY2005. The Fire Subcommittee also plans to include law enforcement and EMS disciplines in further discussions and development of the US&R concept.

Training

The Fire Subcommittee has identified the Incident Management Team Level 3 Course (IMT3) as a critical need for the regional fire departments to work toward both NIMS compliance and serves as a additional mechanism to ensure regionalism in its homeland security activities and emergency response. The group has proposed to train 3-5 senior personnel from each jurisdiction (rank of Chief, Deputy Chief, Captain) to an ICS 500 level, and provide those who become certified the authority to manage large scale incidents across regional lines. In order to be eligible to take the IMT course, all intended participants must complete a pre requisite course online. To date, almost all Q316 pre-requisition tests are completed across the 9 jurisdictions. Mike Colanti, Fire Service Coordinator, has been in communicating with MEMA Training Coordinator and representatives of the EMI facility in Maryland to schedule specific training dates.

WMD / Radiological Training Course:

A second regional training being undertaken by the Fire Subcommittee is the Weapons of Mass Destruction (WMD) Radiological Awareness training. A total of 2,700 uniformed fire personnel in the Metro Boston Homeland Security Region will attend the 6-hour ODP approved WMD/Radiological course AWR 140: WMD Radiological/Nuclear Awareness. The Nevada Test Site delivered the AWR141 Train-the-Trainer course for WMD/Radiological/Nuclear Awareness to regionally certified trainers on February 28.

Upcoming Meetings

Tuesday, March 8th - 1:00PM at the Quincy Shipyard.

For more information concerning the Regional Fire Service Subcommittee, please contact Mike Colanti at Michael.Colanti@cityofboston.gov.

LAW ENFORCEMENT

The Law Enforcement Subcommittee (LEC) was presented with a restructured set of goals and objectives at the February 2nd, 2005 meeting, and with that, a reinforced direction and a concrete set of tasks to accomplish. Since this time, the bulk of the subcommittee's work has dealt with the immediate necessity of completing training initiatives.

On Friday, February 11th, representatives from the LEC met with personnel from the DelValle Institute for Emergency Preparedness at Everett PD to organize off-site trainings to aid accessibility to these courses for the police agencies on the northern side of the MBHSR. The Everett Police Department will now be used as an additional training facility for two upcoming DelValle trainings. While the 24-hour WMD Protection & Decontamination for Law Enforcement course through DelValle is already being attended by line police officers in the region, police instructors from the nine departments will be taking the 40-hour course as a train-the-trainer or special operations program. The officers that complete this training will be able to assist DelValle instructors in the 24-hour course, as the DelValle Institute has expressed a need for help from the regional law enforcement agencies in order to move along the training timelines.

OHS has distributed a series of survey questions to the subcommittee concerning special operations, surveillance, and waterfront security. Responses are still being submitted, where once all information is gathered, a regional capability inventory will be taken and steps will be made to use this information moving forward in order to determine the most effective means of inter-jurisdictional police coordination for homeland security prevention, preparedness, response and recovery operations.

Trainings

All trainings are held at the DelValle Institute in Boston unless otherwise noted.

WMD Protection & Decontamination for Law Enforcement (24-hour)

Please mark your calendar!

Mar 14-16

Apr 11-13 (Everett)

Apr 20-22

Apr 27-29

May 4-6

May 23-25

June 13-15

June 27-29 (Everett)

Aug 8-10

Aug 31-Sept 2

Advanced WMD/Hazardous Materials Technician Course (40-hour)

Apr 4-8

June 6-10

Locations

Boston:

Miranda-Creamer Building
35 Northampton Street
Boston, MA

Everett:

Everett Police Department
45 Elm Street
Everett, MA

Upcoming Meetings

The next Law Enforcement Subcommittee meeting will be held in Winthrop at 1PM on March 3, 2005.

For more information concerning the Regional Law Enforcement Subcommittee, please contact Adam Wehrenberg at Adam.Wehrenberg@cityofboston.gov.

PUBLIC HEALTH

Public Health Subcommittee held its first meeting at the Wellesley Gateway Building in Wellesley on February 16, 2005. Items for discussion included a draft subcommittee tasks sheet and a draft mission statement.

As a reminder, the Operation Atlas table top exercise #4 will have an emphasis on Public Health, Health Care and EMS, dated March 28 – March 31. The municipal public health bodies of Boston, Brookline, Cambridge, Chelsea, Everett, Quincy, Revere and Somerville have agreed to send representatives.

Upcoming Meetings

The next Public Health Subcommittee meeting will be held on March 14th, at noon at the Brookline Health Department.

For more information concerning the Regional Public Health Subcommittee, please contact Liam Seward at Liam_Seward@bphc.org.

HEALTH CARE

The UASI Health Care Subcommittee, in conference with the COBTH Disaster Committee, has completed a draft of a full MDU Deployment plan encompassing everything from

communications protocol to staffing needs to the ideal geospatial deployment of personnel. The draft is currently under committee review. Additionally, the committees are collaborating on a Vendor Fair, tentatively scheduled for March 10th. The purpose is to help inform all medical service agencies (hospitals, public health, EMS) about the range of products available for purchase and to help encourage the purchase of interoperable equipment across disciplines and across jurisdictions.

In response to concerns voiced by some of the non-Boston and the smaller Boston hospitals, the Subcommittee has recently begun a census of the leadership at each hospital to ensure that every institution not only has representation at the MBHSR Health Subcommittee table but also has the correct representative present who can speak on behalf of the organization.

Trainings, Class and Conferences

- The next 24 Hr. WMD Protection and Decon Class offered for Health Care workers by the DelValle Institute runs from March 7th through the 9th.
- The next installment in the monthly DelValle Emergency Preparedness lecture series is on Friday March 4th at 10:00 AM at Children's Hospital.
- The next installment in the monthly Harvard School of Public Health's Practitioners Lecture series is on March 17th from 12:30 to 1:30 PM in the Kresge Building.

Upcoming Meetings

There are two Health Care meetings currently scheduled:

- 1) March 2nd at 3:30 PM at BU School of Medicine (Dean's Conference Room)
- 2) March 16th at 2:00 PM at the DelValle Institute (O'Neil Conference Room)

For more information concerning the Regional Health Care Subcommittee, please contact Tim McDonald at tim.mcdonald@cityofboston.gov or at 617.414.1886.